

FLOOD PLAIN PERMIT COMMITTEE MEETING
201 West Gray, Building A, North Conference Room
Monday, May 6, 2013
3:30 p.m.

Minutes

PRESENT: Shawn O’Leary, Director of Public Works
 Susan Connors, Director of Planning/Community Development
 Scott Sturtz, City Engineer
 Ken Danner, Subdivision Development Manager
 Jane Hudson, Principle Planner
 Sherri Stansel, Citizen Member
 Neil Suneson, Citizen Member

OTHERS PRESENT: Todd McLellan, Development Engineer
 Julie Shelton, Staff
 Mike Schuster, Adkins Materials, LLC
 Don Dragg, Adkins Materials, LLC

The meeting was called to order by O’Leary. O’Leary asked the committee for approval of the minutes of the April 1, 2013 meeting. Motion by Suneson with a request for correction in last paragraph changing ‘concerned’ to ‘concerns’. Suneson’s second comment is discussed in Miscellaneous Discussion. It was noted that the record cannot be changed. Seconded by Stansel. Approved 6-0. O’Leary noted that Connors was not in attendance.

Item No. 1, Flood Plain Permit No. 518: O’Leary introduced the application submitted by Adkins Materials, LLC as a request to place a manufactured mobile office building at the sand pit on City of Norman property located at the southwest corner of Chautauqua and Bratcher Miner Road. McLellan introduced the applicants to include Schuster and Dragg and summarized the staff report.

(Connors joins meeting)

It was noted that a flood plain permit was issued to Sand Express (previous owner) in 2007 and since that time, the company has gone out of business and mining operations were ceased. Recently, Adkins Materials has acquired the rights to continue mining sand and now desires to place a mobile office on the property.

The committee reviewed the aerial photos of the property. McLellan added that a recent finding included information showing that Adkins Materials is currently behind on lease payments and that the City may have to terminate the lease on the property if payment is not received soon. It was noted how much fill would be needed to elevate the mobile office in order to bring the building at least two (2) feet above the base flood elevation (BFE) and that this will require an Elevation Certificate prior to occupancy.

McLellan stated the applicable ordinance sections to include compensatory storage and it was noted that fill material would be acquired from onsite which would provide the compensatory storage. Materials that have already been mined have created storage on the property that could be used as well. It was added that the building will be anchored with frame ties and ground anchors. A Letter of No Rise Certification has been received from the applicants' engineer to show that there will be no rise in the BFE. Additional pictures were shown of the site. McLellan stated that staff recommended this application for approval. Schuster added that they are planning on cleaning up some debris around the property and adding a new gate. O'Leary asked for additional comments from the committee.

Suneson stated that he visited the site and discussion ensued about large piles of compost on the property and it was agreed that the City would look into why compost is being placed at this location. Suneson asked for clarification of when payment would be needed before any action was taken. Dragg and Schuster both explained that the payment due the City is for royalties on the mined sand. Suneson went further to ask about compensatory storage and what would be used. Schuster clarified that this fill would be red clay and McLellan added that the property owner is allowed to use fill from the same flood plain as long as it does not adversely affect any neighbor upstream or downstream. Schuster pointed out an area on the map where the red clay would be taken from to meet the fill and compensatory storage requirements. Connors then asked about the zoning for this property which is currently zoned R1. Discussion ensued and it was determined that the zoning would be checked out with the Legal department to make sure the zoning district is correct for this type of use.

Motion for approval from Sturtz with three conditions noted:

1. Payment of the lease royalties be brought up to date
2. Clarification of zoning district of property
3. Receipt of an Elevation Certificate prior to occupancy

Seconded from Connors. Permit approved 7-0.

Miscellaneous Discussion:

McLellan noted that three permit applications are scheduled for the May 20, 2013 meeting. Suneson referred to the Minutes of April 1, 2013 and referenced Tom McCaleb who stated that Christian Brothers is "not an oil-changing facility" and that "very few oil changes are done". Suneson pointed out that the Christian Brothers' web page states that oil changes are one of their primary services.

Motion to adjourn from Connors. Seconded from Sturtz. Approved 7-0.

Meeting adjourned at 3:55 p.m.